From:	Rellen Hayes
To:	Tucker-Potter, Stacy
Subject:	Client Site
Date:	Tuesday, September 03, 2019 8:44:50 PM
Attachments:	Greek.xlsx Sports.xlsx Clubs-Activities.xlsx
Importance:	High

Hi Stacy,

The Client Site is still being worked on and should be available by end of this week. Once it's been approved for you to use, I will send you all the details. In the meantime, feel free to send me the names of any one that needs to be removed from marketing outreach or the directory.

To finalize the site, we are planning to change the survey question you sent into 3 survey questions. This should make it easier for alumni to respond, seeing the list of options is quite extensive (575 total).

From:

What clubs/activities did you participate in at Truman State University?

To:

1. What clubs/activities did you participate in at Truman State University?

2. What Greek organizations did you participate in at Truman State University?

3. What Sports did you participate in at Truman State University?

I've taken the activities list you sent and broke it into 3 lists to accommodate the 3 questions. Attached are the 3 lists for your review. Please let me know if in the Greek list, "Initiates" options should be removed. Also, should recreational sports be listed under "Sports" or do you prefer to keep those under "Clubs/Activities"? Any other changes?

We will need these lists finalized to complete the "Client Site"

Thanks for all your help.

Best,

Rellen

Rellen Hayes
Publishing Concepts | Project Manager
Proud PCI Associate since 2014

T: 972.728.3687
E: rhayes@publishingconcepts.com
www.publishingconcepts.com

Back-to-Back Winner! For two years in a row PCI has been named the "#1 Best Place to Work" in the state of Texas (The Texas Association of Business and the publishers of *Texas Monthly*) and in Dallas-Fort Worth (*Dallas Morning News*). Research shows that a highly engaged workforce drives higher overall client satisfaction.

CONFIDENTIALITY NOTICE: This e-mail message is intended to be received only by persons entitled to receive the confidential information it may contain. E-mail messages may contain information that is confidential and legally privileged. Please do not read, copy, forward, or store this message unless you are an intended recipient of it. If you have received this message in error, please forward it to the sender and delete it completely from your computer system.

Disclaimer

The information contained in this communication from the sender is confidential. It is intended solely for use by the recipient and others authorized to receive it. If you are not the recipient, you are hereby notified that any disclosure, copying, distribution or taking action in relation of the contents of this information is strictly prohibited and may be unlawful.

This email has been scanned for viruses and malware, and may have been automatically archived by **Mimecast Ltd**, an innovator in Software as a Service (SaaS) for business. Providing a **safer** and **more useful** place for your human generated data. Specializing in; Security, archiving and compliance. To find out more Click Here.